

**CHCF-A Administrative Committee
Meeting Minutes for November 19, 2015**

Venues

California Public Utilities Commission
505 Van Ness Avenue, Room 3204
San Francisco, CA 94102

Alternate Public and Teleconferenced Locations:

Junipero Serra State Office Building
320 West 4th Street, Suite 500
(Corner of West 4th Street and Broadway Street)
Los Angeles, CA 90013

Attendees

Robert Lehman	Chair, ORA
Stanley Lee	Primary CBO
Stephen Kalish	Alternate CBO
Sindy Yun	Legal Division
Felix Robles	Communications Division
Michael Coen	Communications Division

The meeting was called to order at 10:08 a.m. by Robert Lehman, Chair.

1. Introductions

Introductions were made and roll was taken.

2. Approval of the August 27, 2015, Public Meeting Minutes

Correction to item 4 (B) to remove "1" before Sindy Yun's name. The August 27, 2015, meeting minutes, as amended, were moved by Stan Lee and seconded by Robert Lehman. The vote passed unanimously.

3. Administrative Services-Fiscal Services

Discussed the Financial Report for Fund 0464.

4. Liaison Reports

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a. Communications Division

Michael Coen, with help from Felix Robles, presented the Communications Division report:

1. CD Resolution T-17505 funding for CY 2016;

b. Legal Division

1. Sindy Yun had no report.

5. Public Comments

There are no public comments.

6. Future Meeting Dates

The next meeting is set for Thursday, February 18, 2016, at 10:00 A.M. Robert Lehman will not be Chair and Ana Maria Johnson will be invited to meeting. Michael Coen will send meeting reservations to Committee members. Both alternate public and teleconferenced locations will be reserved for the committee members.

7. Adjournment

Stan Lee moved to adjourn and Stephen Kalish seconded. The meeting adjourned at 10:41 a.m.